

SECTION 2. ACCEPTANCE OR APPROVAL PROCESS

1791. GENERAL. This section contains information and guidance to be used by principal operations inspectors (POI's) when accepting or approving operator record-keeping systems. The recordkeeping acceptance or approval process follows the general 5-step acceptance and approval process described in volume 1, chapter 4, section 6 of this handbook (see job aids in figures 3.11.1. and 3.11.2. for assistance during this process (TBD)).

1793. REGULATORY REQUIREMENTS. FAR 121.68 requires that the FAA approve a Part 121 operator's computer-based recordkeeping system. All other recordkeeping systems must be acceptable to the administrator. POI's shall determine that an operator's recordkeeping system is in compliance with applicable FAR's.

1795. GUIDELINES FOR APPROVAL OR ACCEPTANCE. During initial certification, the operator should ensure that the initial compliance statement clearly describes the procedures to be used by the operator for the generation and maintenance of required records. After certification, POI's shall conduct surveillance of an operator's records on a routine basis to ensure that the records are being maintained. POI's shall also ensure that the records continue to contain the required information to show compliance with the FAR's. The operator shall develop a section in its general operations manual (GOM) that provides detailed instruction on the use of the recordkeeping system and as part of the GOM, must be provided to the POI.

1796. - 1806. RESERVED.

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